



Guidelines for Publications Arising from Research and Scholarly Outputs of Postdoctoral Research Fellows and Postgraduate Students

1.0 Background

This document provides the guidelines to ensure academic and professional integrity regarding the scholarly publications arising from the research and scholarly work of postgraduate (PG) students as well as postdoctoral research fellows (PDRF) of UCSI University.

2.0 Scope and application

This guideline applies to all staff, affiliates, adjunct/visiting academics and students of UCSI University.

3.0 Scholarly publications

The scholarly publications arising from research and scholarly output of PDRF and PG students include (and are not limited to) original research articles, reviews, books, meeting abstracts/proceedings at academic conferences/conventions, creative works, performance, monographs etc. in digital and/or printed form which disseminate findings, thoughts, and analyses to the scientific and academic communities as well as the public.

4.0 Authorship eligibility

A person eligible to be listed as one of the authors of a scholarly publication if he/she fulfil the following criteria:

- I. Made substantial contributions to the conception or design of the work; and/or the acquisition, analysis, or interpretation of data for the work with solid evidence; AND
- II. Involved in drafting the work or revising it critically for important intellectual content; AND
- III. Provide final approval of the version to be published; AND
- IV. Agree to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

Adapted from International Committee of Medical Journal Editors (ICMJE)

Individuals, agencies or institutions that do not meet the criteria for authorship but have positively contributed to the scholarly publication should be stated in the acknowledgement section. Examples of contributions such as research funding, technical assistance, enumerators, editorial support, language proofreading, etc.

5.0 Authorship order

The order of authors is a collective decision of the authors. While it is not possible for this guideline to define the order of authorship in every situation, it is recommended that corresponding author to discuss authorship order at the commencement of the project and revise the order as needed. When the scholarly publication arises from a PG student's thesis or a PDRF's project, first authorship should be given to the PG student/PDRF. In any case, the principal investigator is recommended to be the corresponding author.

5.0 Authorship disputes

In the case of a disagreement on authorship and resulting in a significant delay in publication, corresponding author or PG supervisor should work together to find a resolution. If agreement among authors cannot be obtained, kindly refer to Appendix I for the mechanism to resolve dispute between supervisor and postgraduate student on research manuscript submission.

6.0 Affiliation

The authors (staff, affiliates, adjunct/visiting academics, and students of UCSI University) must include UCSI University as official affiliation in the scholarly publication.

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Appendix I - Mechanism to resolve dispute between supervisor and postgraduate student on research manuscript submission

